



State of Arizona  
Department of Education

Tom Horne  
Superintendent of  
Public Instruction

DATE: September 3, 2004

TO: Local Directors/Administrators  
Career and Technical Education

FROM: Milton D. Ericksen  
Deputy Associate Superintendent and  
State Director for Career and Technical Education

SUBJECT: Local Directors Meeting

The next meeting of Local Directors/Administrators will be held on **Tuesday, September 14, 2004.**

**Date:** Tuesday, September 14, 2004  
**Time:** 8:30 a.m. to 12:00 p.m.  
**Location:** East Valley Institute of Technology (EVIT)  
1601 West Main Street, Building 2  
Mesa, Arizona  
(Map Enclosed)

Enclosed is the draft agenda for the **Tuesday, September 14, 2004** Local Directors meeting. Future Local Directors meeting dates are as follows:

October 26, 2004

**November 16, 2004**

**January 28, 2005, Prescott, AZ**

**February 15, 2005**

**March 22, 2005**

**April 26, 2005**

**Provisions for Individuals with Disabilities**

"Persons with a disability may request accommodations such as a sign language interpreter, by contacting Doug Deemer, (602) 542-5282. Requests should be made as early as possible to allow time to arrange the accommodations."

# **EAST VALLEY INSTITUTE OF TECHNOLOGY (EVIT)**

**1601 West Main Street, Mesa, AZ 85201**  
**480-461-4173 (Main Office)**

**Main entrance to EVIT is located:**

- 1. At the intersection of Longmore and Main St. (Apache Blvd. in Tempe becomes Main St. in Mesa);**
- 2. Between Dobson Rd. on the West and Alma School Rd. on the East; and**
- 3. Between University Dr. on the North and Broadway on the South.**

## **From Flagstaff:**

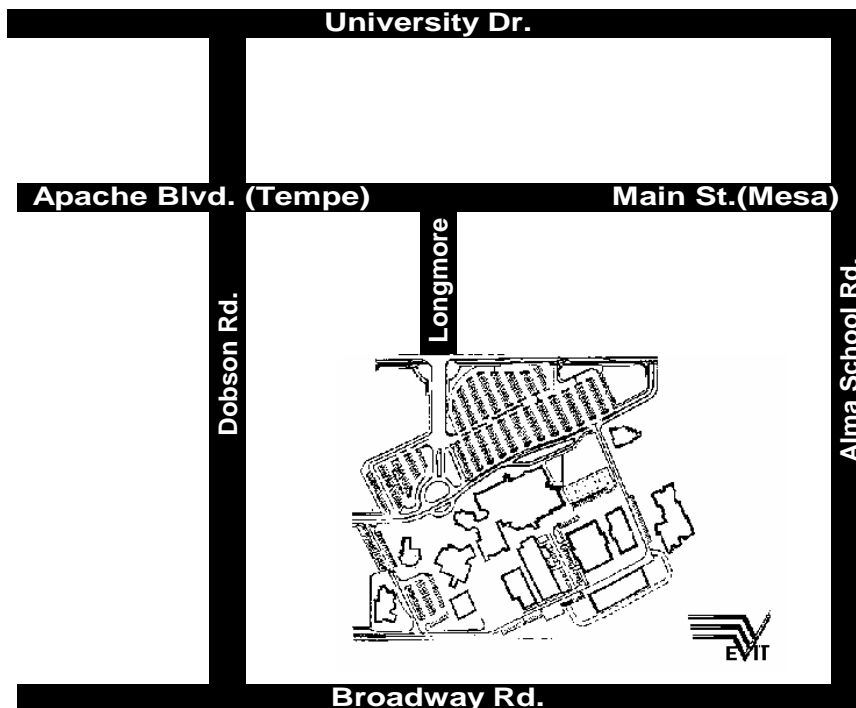
**South on I-17 to I-10 East. East on I-10 to Loop 202 East. East on Loop 202 to Dobson Rd. south exit. South on Dobson Rd. to Main St. East (left) on Main St. to Longmore. Turn south (right) on Longmore into EVIT.**

## **From Phoenix:**

**I-10 East to Loop 202 East. East on Loop 202 to Dobson Rd. south exit. South on Dobson Rd. to Main St. East (left) on Main St. to Longmore. Turn south (right) on Longmore into EVIT.**

## **From Tucson:**

**I-10 West to US 60 East. East on US 60 to Dobson Rd. north exit. North on Dobson Rd. to Main St. East (right) on Main St. to Longmore. Turn south (right) on Longmore into EVIT.**



# Career & Technical Education Director's/Administrator's District Contacts

Change the following:

	<i>Existing Information</i>	<i>New Information</i>
<b>Name</b>		
<b>Title/Position</b>		
<b>School/Organization</b>		
<b>School District</b>		
<b>Address</b>		
<b>City and Zip</b>		
<b>Phone Number</b>		
<b>FAX Number</b>		
<b>E-Mail Address</b>		

Add the following:

<b>Name</b>	
<b>Title/Position</b>	
<b>School/Organization</b>	
<b>School District</b>	
<b>Address</b>	
<b>City and Zip</b>	
<b>Phone Number</b>	
<b>FAX Number</b>	
<b>E-Mail Address</b>	

Delete the following:

<b>Name</b>	
<b>Title/Position</b>	
<b>School/Organization</b>	
<b>School District</b>	
<b>Address</b>	
<b>City and Zip</b>	
<b>Phone Number</b>	
<b>FAX Number</b>	
<b>E-Mail Address</b>	

Please inform the Career and Technical Education Division of any changes needed for the directory.  
You may turn in this form at any Local Director's Meeting or email or fax it to:

Arizona Department of Education  
Career and Technical Education Division  
Attn: Doug Deemer  
1535 West Jefferson Street - Bin #42  
Phoenix, Arizona 85007  
Email: [sdeemer@ade.az.gov](mailto:sdeemer@ade.az.gov)  
Phone: (602) 542-5282  
FAX: (602) 542-1849

# **LOCAL DIRECTORS MEETING**

## **EVIT**

**September 14, 2004**

**8:30 am to Noon**

## **AGENDA**

**EVIT Welcome**

**Dr. Sally Downey**

**CTE Announcements and  
Recognitions**

**Milton D. Ericksen**

**Federal Legislative Update**

**Milton D. Ericksen**

### **Accountability Systems Team Breakout Session**

**Discussion on Compelling  
Evidence**

**Marilee Johnson**

**Recommendations Made by the  
State CTE Advisory Committee**

**Greg Donovan**

### **10 Minute Break**

**ACTE Update**

**Pattie Beltram/Pam Ferguson**

**ACOVA Update**

**Tony Maldonado**

### **30 Minute Rotations (with 10 minute transition time)**

#### **Choose 3**

**1. Network Connections for New Local  
Directors**

**ACOVA**

**2. Completing Your 40<sup>th</sup> Day Report**

**Esther Olivas**

**3. New Local Directors – What's Next?**

**Mark Hamilton**

**4. Reading and Understanding Preliminary  
Funding Reports**

**Marilee Johnson/Tony Maldonado**

### **Adjourn**

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Career and Technical Education

**Vision: Ensure a dynamic workforce by fully developing every student's career and academic potential.**

**Mission: Prepare Arizona students for workforce success and continuous learning.**

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# **Local Directors Meeting Dates**

**School Year 2004 - 2005**



**September 14, 2004 EVIT**

**October 26, 2004 EVIT**

**November 16, 2004 EVIT**

**January 28, 2005 Prescott, AZ**

**February 15, 2005 EVIT**

**March 22, 2005 EVIT**

**April 26, 2005 EVIT**

**Meetings at EVIT will be held at the following location:**

**1601 W. Main Street  
Culinary Arts Building  
Mesa, AZ 85201**

**480.461.4173 Main Office**

**Career and Technical Education**

**Vision: Ensure a dynamic workforce by fully developing every student's career and academic potential.**

**Mission: Prepare Arizona students for workforce success and continuous learning.**

Approved by the CTE Advisory Committee  
To the Arizona Board of Education  
October 15, 2003

# COMPELLING EVIDENCE IN SUPPORT OF A CTE EXEMPTION REQUEST

Evidence (attached)	Data Source	Submitted By	ADE USE Supports Exemption Request
<b>1. Correspondence</b>	Specialists' NOI, Program, BG, and Accountability Site Visits (Correspondence or other documentation to show the essential elements are, or are not, already in place)		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>2. Coherent Sequence</b>	Local course handbook shows coherent sequence already in place		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Enrollment reported across 2 or more years shows complete sequence is taught		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Documentation shows the program has sufficient instructional time to teach the more rigorous CTE program competencies		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>3. Certification</b>	The teacher(s) is CTE certified Proportion of program teachers CTE certified is _____%		<input type="checkbox"/> Yes <input type="checkbox"/> No
	There a history of maintaining CTE teacher certification		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>4. New Curriculum</b>	Teacher(s) attended curriculum rollout for the new, more rigorous CTE curriculum		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>5. Promoting Academic Skill Standards (PASS)</b>	Teacher(s) attended PASS program for the new, more rigorous CTE curriculum		<input type="checkbox"/> Yes <input type="checkbox"/> No

# **Local Directors Meeting Dates**

**School Year 2004 - 2005**



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Approved by the CTE Advisory Committee  
To the Arizona Board of Education  
October 15, 2003

# COMPELLING EVIDENCE IN SUPPORT OF A CTE EXEMPTION REQUEST

Evidence (attached)	Data Source	Submitted By	ADE USE Supports Exemption Request
<b>6. Conference and professional development</b>	<p>Teacher has attended relevant professional development activities</p> <p>Please specify _____</p> <p>_____</p> <p>_____</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>7. Instructional Leader</b>	Teacher demonstrates instructional leadership in support of the more rigorous CTE competencies		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>8. Performance Measures</b>	Program Profile Report shows program annually has reasonable numbers of concentrators, completers, and placements for its size		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Program Profile Report shows the program consistently meets expected performance levels or shows substantial improvement		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>9. Sufficient Size</b>	Program has a history of sufficient size enrollment and this is the only time it has been too small		<input type="checkbox"/> Yes <input type="checkbox"/> No
	The school size is near the 300 ADM limit and the program average is over 5 but under 10		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>10. Accurate and Timely</b>	Late Reporting Lists and Data Quality Reviews		<input type="checkbox"/> Yes <input type="checkbox"/> No



# COMPELLING EVIDENCE IN SUPPORT OF A CTE EXEMPTION REQUEST

Evidence (attached)	Data Source	Submitted By	ADE USE Supports Exemption Request
Other (please describe)			<input type="checkbox"/> Yes <input type="checkbox"/> No

# AZ Career and Technical Education A New Program for 2006-07

## Arizona Department of Education

**Industrial Production Technologies/Technicians.** Instructional content for this group of programs is defined in codes 15.0607- 15.0699.

**CIP No. 15.0600**

### Potential Options:

***15.0607 Plastics Engineering Technology/Technician.*** A program that prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing and using industrial polymers. Includes instruction in the principles of macromolecular chemistry, polymerization and plastic manufacturing processes and equipment, design and operational testing procedures, equipment maintenance and repair procedures, safety procedures, applications to specific products, and report preparation.

***15.0612 Industrial Technology/Technician. (NEW)*** A program that prepares individuals to apply basic engineering principles and technical skills in support of industrial engineers and managers. Includes instruction in optimization theory, human factors, organizational behavior, industrial processes, industrial planning procedures, computer applications, and report and presentation preparation.

***15.0613 Manufacturing Technology/Technician. (NEW)***

A program that prepares individuals to apply basic engineering principles and technical skills to the identification and resolution of production problems in the manufacture of products. Includes instruction in machine operations, production line operations, engineering analysis, systems analysis, instrumentation, physical controls, automation, computer-aided manufacturing (CAM), manufacturing planning, quality control, and informational infrastructure.

The curriculum framework for this new program will be available at AZCTE Summer Conference 2005.

### Potential Programs will have.....

- Established business/community partners
- Highly qualified instructors with industry experience
- District/school support for appropriate instructional time and equipment

If you have questions, resources, or materials to contribute, contact:

Tom O'Dell  
State Supervisor for  
Industrial Technology Education  
todell@ade.az.gov  
802-542-5423  
or  
Paulett Ellis  
CTE Curriculum Specialist  
Pellis@ade.az.gov  
602-542-5660

July 17, 2003

## Career and Technical Education Adaptation/Adoption Curriculum Framework Process Status

RFQ #	Completed Level III Program Name	Date of completion
ED02-0001	Business Information Technology Services (CIP: 52.1200)	6/1/2002
ED02-0002	Business Management and Administrative Services (CIP: 52.0200)	6/1/2002
ED02-0037	Automotive Technologies (CIP: 47.06.00)	9/30/2002
ED02-0039	Visual Communications (to be merged with Graphics)	9/30/2002
ED02-0038	Precision Metal Working (CIP: 48.0500)	10/30/2002
ED02-0048	Allied Health Services (CIP: 51.0800)	1/30/2003
ED02-0049	Financial Services (*Business ManagementTechnology) (CIP: 52.0800)	2/1/2003
ED02-0047	Hospitality Management (*Life Connections) (CIP: 52.0900)	1/15/2003
ED02-0053	Marketing, Management, and Entrepreneurship (CIP: 52.1800)	2/15/2003
ED02-0054	Education Professions (CIP: 13.1500)	5/15/2003
ED02-0060	Law, Public Safety, & Security (CIP: 43.0100)	1/30/2003
ED03-0018	Graphic Communications (merging Graphic Arts, Photo Imaging, and Commercial Art) (*Industrial Technology and Information Technology) (CIP: 10.0300)	6/1/2003
ED03-0023	Construction Technologies (merging Carpentry, Building Trades, & Building Maintenance) (CIP: 46.0400)	6/1/2003
ED03--0025	Electronic Technology (CIP: 15.0300)	6/1/2003
	*(Level II italics)	

For Information:  
Paulett Ellis  
CTE Curriculum Specialist  
602-542-5660  
pellis@ade.az.gov

## Update on CTE Curriculum Framework Process

<b>Level III Programs Completed in 2002-03</b>	<b>Date of completion</b>	<b>CIP Code #</b>
Allied Health Services	1/30/2003	51.0800
Automotive Technologies	9/30/2002	47.0600
Business Information Technology Services	6/1/2002	15.1200
Business Management and Administrative Services	6/1/2002	52.0200
Construction Technologies (merging Carpentry, Building Trades, & Building Maintenance)	6/1/2003	46.0400
Education Professions	5/15/2003	13.1500
Electronic Technology	6/1/2003	15.0300
Financial Services	2/1/2003	52.0800
Graphic Communications (merging Visual Communications and Graphic Art)	6/1/2003	10.0300
Hospitality Management	1/15/2003	52.0900
Law, Public Safety, & Security	1/30/2003	43.0100
Marketing, Management, and Entrepreneurship	2/15/2003	52.1800
Precision Metal Working	10/30/2002	48.0500
Visual Communications (to be merged with Graphics)	9/30/2002	N/A

<b>Programs completed in 2003-04</b>	<b>Date of Completion</b>	<b>CIP Code #</b>
Fashion Design and Merchandising	1/15/2004	52.1900
Drafting/Design Technology	3/15/2004	15.1300
Radio/Television Broadcasting Technology	3/15/2004	10.0200
Accounting and Related Services	5/1/2004	52.0300
Early Childhood Professions	6/15/2004	13.1200
Woodworking (previously titled Cabinetmaking)	7/1/2004	48.0700

<b>Programs to be completed in 2004-05</b>	<b>Approximate Completion Date</b>	<b>CIP Code #</b>
Fire Science	9/15/2004	43.0200
Nursing Services	11/15/2004	51.1600
Cosmetology	3/1/2005	12.0400
Culinary Arts	3/15/2005	12.0500
Agricultural Business and Management (merging Agriscience, Horticulture, and Renewable Natural Resources)	4/15/2005	1.0300
Industrial Production Technology/Technicians <b>(new CTE program)</b>	6/1/2005	15.0600

11/10/2004  
Paulett Ellis  
CTE/PIT  
pellis@ade.az.gov  
602-542-5660

## Update on CTE Curriculum Framework Process

<b>Programs updated through the PASS project 2003-04</b>	<b>Date of completion</b>	<b>CIP Code #</b>
Automotive Technologies	6/1/2004	47.0600
<b>* Business Information Technology Services</b>	6/1/2004	15.1200
Business Management and Administrative Services	6/1/2004	52.0200
Hospitality Management	6/1/2004	52.0900

**\* Please note: Business Information Technology Services has a new Option D (Web Page Development) that will be replacing the existing Option D (Information Support and Services). All four options have been updated and are available to be used during the school year 2004-05. Schools may choose to implement the updated program competencies during the following school year (2005-06). See [aztechprep.org](http://aztechprep.org) for updated competency lists.**

### Level II Courses Completed in 2002-03

Business Management Technology	2/1/2003
Industrial Technology	6/1/2003
Information Technology	6/1/2003
Life Connections (formerly Human Services)	1/15/2003

### Level II Courses Completed in 2004-05

	<b>Approximate Completion Date</b>
Applied Biological Systems-Agriculture	4/15/2005
Applied Biological Systems-Food Science	3/15/2005

11/10/2004  
Paulett Ellis  
CTE/PIT  
[pellis@ade.az.gov](mailto:pellis@ade.az.gov)  
602-542-5660

July 17, 2003

## **Career and Technical Education Adaptation/Adoption Curriculum Framework Process Status**

<b>Upcoming Programs in Process</b>		
ED03-0055	Fashion Design and Merchandising <b>(CIP: 52.1900)</b>	12/15/2003
ED03-0058	Drafting/Design Technologies <b>(CIP: 15.1300)</b>	12/30/2003
ED04-0002	Radio/Television Technology (formerly Media Communications) <b>(CIP: 10.0200)</b>	12/30/2003
ED04-0027	Accounting and Related Services <b>(CIP: 52.0300)</b>	4/1/2004
ED04-0026	Nursing Services <b>(CIP: 51.1600)</b>	4/1/2004
ED04-0029	Early Childhood Professions <b>(CIP: 13.1200)</b>	4/15/2004
ED04-0043	Woodworking <b>(CIP: 48.0700)</b>	6/15/2004
	Culinary Arts <b>(CIP: 12.0500)</b>	10/1/2004
	Fire Science <b>(CIP: 43.0200)</b>	7/1/2004
	Cosmetology <b>(CIP: 12.0400)</b>	11/1/2004

For Information:  
Paulett Ellis  
CTE Curriculum Specialist  
602-542-5660  
pellis@ade.az.gov

## Update on CTE Curriculum Framework Process

<b>Level III Programs Completed in 2002-03</b>	<b>Date of completion</b>	<b>CIP Code #</b>
Allied Health Services	1/30/2003	51.0800
Automotive Technologies	9/30/2002	47.0600
Business Information Technology Services (New and Emerging Program)	6/1/2002	15.1200
Business Management and Administrative Services (New and Emerging Program)	6/1/2002	52.0200
Construction Technologies (merging Carpentry, Building Trades, & Building Maintenance)	6/1/2003	46.0400
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Financial Services	2/1/2003	52.0800
Graphic Communications (merging Visual Communications and Graphic Art)	6/1/2003	10.0300
Hospitality Management	1/15/2003	52.0900
Law, Public Safety, & Security	1/30/2003	43.0100
Marketing, Management, and Entrepreneurship	2/15/2003	52.1800
Precision Metal Working	10/30/2002	48.0500
Visual Communications (to be merged with Graphics)	9/30/2002	N/A

<b>Programs to be in Process 2003-04</b>	<b>Approximate Completion Date</b>	<b>CIP Code #</b>
Fashion Design and Merchandising	1/15/2004	52.1900
Drafting/Design Technology	1/15/2004	15.1300
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Cosmetology	11/1/2004	12.0400

11/10/2004  
 Paulett Ellis  
 CTE/PIT  
 pellis@ade.az.gov  
 602-542-5660



# AZ Wireless Expo <sup>2004</sup>

2nd  
Annual



## *The Executive Forum for Wireless Innovation*



*AZ Wireless Expo: The Executive Forum for Wireless Innovation* is a showcase for the most innovative, leading-edge technologies in the wireless world. It is a unique opportunity to meet with, learn from, and influence executives and professionals from every aspect of the wireless market. It is a "must attend" wireless technology event which showcases Arizona's infrastructure and role as the hotbed of the wireless future.

<b>WHEN</b>	November 12, 2004
<b>LOCATION</b>	Doubletree Paradise Valley 5401 North Scottsdale Road Scottsdale, AZ 85250
<b>FEATURING</b>	Keynote speakers from government and industry Panel discussions & break-out sessions on innovative technologies & applications Exhibitors showcasing leading-edge wireless technology
<b>TARGET AUDIENCE</b>	Executives and professionals from all areas of the wireless industry, including innovators in engineering, manufacturing, system integration, technology development, end-use applications, OEMs, and service providers
<b>CONTACT INFO</b>	Connection One Web: <a href="http://azwireless.asu.edu">http://azwireless.asu.edu</a> (Registration Forms Available Online) Ph: 480.727.8442 Fx: 480.965.0616 Email: <a href="mailto:connectionone@asu.edu">connectionone@asu.edu</a>

### **SPONSOR AND EXHIBITOR OPPORTUNITY LEVELS**

<b>Platinum Sponsor</b>	<b>Gold Sponsor</b>	<b>Silver Sponsor</b>	<b>Exhibitor</b>
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Featured sponsors and exhibitors from AZ Wireless Expo 2003: AeA Arizona, Agilent Technologies, Arizona Department of Commerce, Arizona Technology Council, Arizona Tele-communication & Information Council (ATIC), AT&T Wireless, Center for Professional Development (ASU), City of Tempe, Connection One (ASU), General Dynamics, GoVideo, Insight Direct USA, Inc., Intel, Ira A. Fulton School of Engineering (ASU), Ito America Corp., Motorola, Network Infrastructure Corp., Nextel, RoseStreet Labs, Semico Research Corp., SRP, Telecom, and TiE

**For more information: <http://azwireless.asu.edu>**



ASU Connection One  
**AZ Wireless Expo 2004**  
**Exhibitor and Sponsor Packages**

**Platinum Sponsor - \$12,000 (limited to 1 company)**

- Admission for 10 to the event
- Premier company signage placement on stage and in registration area
- Special Platinum Sponsor acknowledgement and introduction on program
- Platinum Sponsor may recommend and introduce industry keynote speaker
- Skirted display (6' x 3') table with two chairs in a premier Exhibition position
- Wireless Internet connection provided
- One electrical connection provided
- Premier spot in Showcase
- Company name and logo with link featured on the event website
- Company name and/or logo in all electronic and print promotional materials
- Corporate logo on cover and full page acknowledgement in event program
- Company name and logo on table signage
- First right of refusal for Platinum Sponsor of 2005 event

**Gold Sponsor - \$6,000 (limited to 3 non-competing companies)**

- Admission for 6 to the event
- Sponsorship of and Company signage placement in area of Morning Break, Lunch or Afternoon Break (sponsorship option based on first come-first served basis)
- Skirted display (6' x 3') table with two chairs in a premier Exhibition position
- Wireless Internet connection provided
- One electrical connection provided
- Featured spot in Showcase
- Company name and logo in all electronic and print promotional materials
- Corporate logo on cover and half page acknowledgement in event program
- Company name and logo on table signage
- First right of refusal for Gold Sponsor of 2005 event

**Silver Sponsor - \$2,500 (limited to 6 companies)**

- Admission for 4 to the event
- Skirted display (6' x 3') table with two chairs
- Wireless Internet connection provided
- One electrical connection provided
- One spot in Showcase
- Company name and logo with link on the event website
- Company name in all electronic and print promotional materials
- Corporate quarter page acknowledgement in event program
- Company name on table signage

**Exhibitor - \$500**

- Admission for 2 to the event
- Skirted display (6' x 3') table with two chairs
- Wireless Internet connection provided
- One electrical connection provided
- One spot in Showcase
- Company name with link on the event website
- Company listing as an exhibitor with link in the event program

**Individual Registration Fee - \$95/person** (thru September 30, 2004, \$125 starting October 1, 2004)



For more information:

Contact AzCRN Director at (602) 542-5353

smelleg@ade.az.gov

or go to

[www.ade.az.gov/cte/azcrn/counselors.asp](http://www.ade.az.gov/cte/azcrn/counselors.asp)

### Counselors Praise CIS . . .

*"It's phenomenal to see how they [students] take the information and how they are turned on by it. They learn what they need to do to realize their dreams, and they actually set goals based on what they read in CIS."*

Wendi Ellis-Clark, School Counselor

*"People sometimes have fantasies about occupations and screen themselves out before even considering them. CIS allows them to see the realities of the occupations and encourages them to consider a variety of options."*

Melissa Cruise, Job Center  
Vocational Counselor

*"It's just such a simple tool and it's so user-friendly. That's the key. It allows me to be more of a resource person."*

Donna Brown, School Counselor

The Arizona Department of Education of the State of Arizona does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs, activities or in its hiring and employment practices. The following person has been designated to handle inquiries regarding the non-discrimination policies: Debra K. Jackson, Deputy Associate Superintendent, Administrative Services  
1535 W. Jefferson, Phoenix, AZ 85007, (602) 542-3186

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## Reasons for Choosing AzCIS

**Quality** – First and foremost, CIS content developers are committed to quality of content—without good information, career planners cannot develop good plans.

**Inclusiveness** – AzCIS content includes all education and work aspirations. For example, AzCIS occupation information includes all types of work, ensuring access to relevant information for each and every person, not just the college bound.

**System integrity** – CIS is a true system of career information, not several resources associated together by a common website. Content developers relate the information content so that career planners can begin their exploration and research anywhere and move through the information, linking the world of work to the world of education in a transparent and accurate way.

**Relevance** – AzCIS components allow users to enter their personal preferences to locate occupations, schools, and financial aid relevant to their interests.

**Training and service** – In addition to the AzCIS delivery systems, sites receive free curriculum resources, online materials, technical assistance, regional training, and phone consultation.

**Value** – AzCIS provides an array of components and services including both desktop and online access.

**Research-based** – CIS is maintained by *intoCAREERS*, a unit within the College of Education at the University of Oregon.

**Collaboration** – *intoCAREERS* seeks the input of all stakeholders to enhance AzCIS. The CIS Network includes several state-based organizations whose mission is to serve the career development needs of their respective states.



Arizona Department of Education  
Tom Horne  
Superintendent of Public Instruction



**ARIZONA**

**CAREER**

**INFORMATION**

**SYSTEM**

**Helping People Explore a  
World of Possibilities**



## Information Files

*Comprehensive overviews of work and educational opportunities*

*Seamless connections between career aspirations and preparation requirements*

### Occupations

Explore the world of work with occupation information covering the duties, requirements, employment, wages, and preparation for 484 occupational categories.

### Self-Employment

Look at the rewards and costs of self-employment from a career planning perspective.

### Military Employment

Investigate careers in the military, military work life, and education and training opportunities.

### Job Search

Get helpful hints for organizing and conducting a job search.

### Programs of Study

Learn about postsecondary education opportunities, from associate to professional degrees, and link to schools offering those programs.

### Schools

Look at detailed information about admission, tuition, and programs for all accredited public and private colleges, universities, and two-year colleges in Arizona and throughout the United States.

### Financial Aid

Discover major sources of financial aid for college and get specific information on more than \$550 million in financial aid.

### Keep That Job

Find out real-life skills to help you keep your job.

### Career Pathways

Connect to six career paths, or career learning frameworks, to occupations and programs of study.



ARIZONA

CAREER

INFORMATION

SYSTEM

## Special Features

### Real World Interviews

- ◆ Career profiles present personal perspectives on working in a specific occupation.

### Occupation Videos

- ◆ Occupations come alive with short clips in English and Spanish and narrated descriptions.

### Compare Occupations and Compare Schools

- ◆ Side-by-side descriptions of occupations and schools promote sound decision-making.

### Internet Links

- ◆ Built-in links to college websites, online applications, professional associations, licensing organizations, apprenticeships, America's Job Bank, and other tools expand research and planning resources.

### School Letter Writer

- ◆ E-mail and letter generator means that requests for school information packets are just a mouse click away.

### Selective Printing

- ◆ Information topics that are important can be selected and printed with all other topics of interest.

### Career Planning Portfolio

- ◆ Information files and assessment instrument results can be saved for future review and reference.

### Resume Writer

- ◆ Enter education and work history for applications, resumés, and more.

### Online Support Materials

- ◆ AzCIS reference guide, worksheets, and curriculum resources make applying AzCIS easy for counselors and instructors.

www.azcis.intocareers.org

## The Exploration Tools

*Sorts to locate information based on personal characteristics, preferences, and goals*

*Assessment instruments to encourage exploration, deepen self-knowledge, and facilitate goal setting.*

### Occupation Sort

Learn about the labor market while generating a list of occupations that match interests, abilities, and work preferences.

### Undergraduate and Graduate Sorts

Search for colleges and universities that match educational needs and preferences.

### Financial Aid Sort

Find scholarships and loans that match educational plans, abilities, and background.

### Assessment Link

Connect the results of standard career assessment instruments, such as the Self-Directed Search (SDS) and the Career Occupational Preference System (COPS), to related occupations in AzCIS.

### SKILLS Assessment

Deepen self-knowledge with self-assessment of skill preferences, expand skills vocabulary, and tie skill preferences to occupations and career paths.

### O\*NET Interest Profiler

Identify the strongest work-related interests to locate possible occupational goals.

### O\*NET Work Importance Locator

Identify work values, such as achievement, recognition, and relationships, and associate these values with characteristics of occupations.

### Plus ONE OPTIONAL FEATURE:

#### IDEAS™ Assessment

Explore interests using this computerized version of the Interest Determination, Exploration, and Assessment System (IDEAS™) from NCS Pearson, Inc.



# Update on CTE Curriculum Framework Process

Programs updated through the PASS project 2003-04		Date of completion	CIP Code #
Automotive Technologies		6/1/2004	47.0600
* Business Information Technology Services		6/1/2004	15.1200
Business Management and Administrative Services		6/1/2004	52.0200
Hospitality Management		6/1/2004	52.0900

\* Please note: Business Information Technology Services has a new Option D (Web Page Development) that will be replacing the existing Option D (Information Support and Services). All four options have been updated and are available to be used during the school year 2004-05. Schools may choose to implement the updated program competencies during the following school year (2005-06). See [aztechprep.org](http://aztechprep.org) for updated competency lists.

## Level II Courses Completed in 2002-03

Business Management Technology	2/1/2003
Industrial Technology	6/1/2003
Information Technology	6/1/2003
Life Connections (formerly Human Services)	1/15/2003

## Level II Courses Completed in 2004-05

Approximate Completion Date	
Applied Biological Systems-Agriculture	4/15/2005
Applied Biological Systems-Food Science	3/15/2005

8/18/2004  
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# Update on CTE Curriculum Framework Process

Level III Programs Completed in 2002-03		Date of completion	CIP Code #
Allied Health Services		1/30/2003	51.0800
Automotive Technologies		9/30/2002	47.0600
Business Information Technology Services		6/1/2002	15.1200
Business Management and Administrative Services		6/1/2002	52.0200
Construction Technologies (merging Carpentry, Building Trades, & Building Maintenance)		6/1/2003	46.0400
Education Professions		5/15/2003	13.1500
Electronic Technology		6/1/2003	15.0300
Financial Services		2/1/2003	52.0800
Graphic Communications (merging Visual Communications and Graphic Art)		6/1//2003	10.0300
Hospitality Management		1/15/2003	52.0900
Law, Public Safety, & Security		1/30/2003	43.0100
Marketing, Management, and Entrepreneurship		2/15/2003	52.1800
Precision Metal Working		10/30/2002	48.0500
Visual Communications (to be merged with Graphics)		9/30/2002	N/A

Programs completed in 2003-04		Date of Completion	CIP Code #
Fashion Design and Merchandising		1/15/2004	52.1900
Drafting/Design Technology		3/15/2004	15.1300
Radio/Television Broadcasting Technology		3/15/2004	10.0200
Accounting and Related Services		5/1/2004	52.0300
Early Childhood Professions		6/15/2004	13.1200
Woodworking (previously titled Cabinetmaking)		7/1/2004	48.0700

Programs to be completed in 2004-05		Approximate Completion Date	CIP Code #
Fire Science		9/15/2004	43.0200
Nursing Services		11/15/2004	51.1600
Cosmetology		3/1/2005	12.0400
Culinary Arts		3/15/2005	12.0500
Agricultural Business and Management (merging Agriscience, Horticulture, and Renewable Natural Resources)		4/15/2005	1.0300
Industrial Production Technology/Technicians (new CTE program)		6/1/2005	15.0600

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